

**Concordia Council on Student Life**

**Meeting Minutes**

November 18, 2011 at 10am

SGW Campus

H-769

**1. Call to Order**

**2. Approval of the Agenda**

The agenda was reorganized to move the presentations of the HIVE funding proposal and HoJo final report to immediately following the approval of the "Approval of the Minutes from October 28, 2011"

Presented by M. Drew

Seconded by H. Magonet

Passed Unanimously

**3. Remarks from the Chair**

- We would be pleased to have invited guest speakers from time to time if they have something to say about student life on campus. If you have any ideas please forward them to Jasmine.
- Concordia participated, with great success, in the Run for the Cure
- The Centraide/United Way campaign is now underway
- The Dean of Students office held its pilot campus compass and it was a success.
- The CSU Swap Shop is now open on the 7th Floor of the Hall Building.

**4. Approval of the Minutes from October 28, 2011**

Presented by Brigitte

Seconded by H. Magonet

Passed Unanimously

**5. Presentations**

**5.1 Hive**

- Cameron Stiff presented the CSU's plan for the HIVE Café. Three focuses are food sales, retail sales, and programming.
- Focus on sustainability and offering healthy, affordable options to students.
- Working within student budgets is the main consideration in pricing strategy; they will be relying on management and chef to control costs.
- Contacts have been made with same-minded businesses about how to use such a business model.
- Challenge is to keep a low price point and maintain costs
- There is no rent and the University covers utilities

- Operating budget is 224,000 annually; sales projections are based on 500 ppl per day at \$5 each.
- The project is viable by the end of year 2

#### Questions and Discussion

Where is the low ball? Concerns about the amount quoted for equipment. What is the minimum amount necessary to get the project up and running?

- There is a desire not to skimp on the machine and ensure an adequate service and warranty to maintain consistency and longevity. POS is in compliance with new Quebec regulations; facilitates business management and allows for tracking, rebate of \$2000 from Quebec government.

K. Sheahan commented that business management is respectable priority. When researching for Recreations and Athletics snack bar it was found there were other options and exemptions.

Where did you get your stats on traffic?

- 5% of population; methods of projection used by other restaurants have been considered in using this number.

Why aren't summer hours being taken into consideration to ensure sales projections are more accurate?

- It wasn't clear what the traffic and hours might look like during the summer and didn't want to inflate sales projections to a level that was not accurate.

At what point is the project viable, how much do you need?

- The CSU will assess what funding has been secured at the end of the semester and revise the plan.
- They are waiting on detailed report from facilities on cost for renovations, Alumni's answer on potential funding.
- Want café up and running by March.

Budget is missing over \$35,000 in expected funding. What is the plan to make up this deficit?

- Don't know what facilities expenses will be and there are high estimates for equipment.
- $\frac{1}{4}$  of budget comes from CCSL.
- SAF will be giving \$6500
- CSU contribution will be \$10,000 and a possible \$17,000 in limbo in the CSU budget that if not used will go to the Hive.
- Ad-hoc committee to ensure the project's success to review plans and approve the viability

## **5.2 CSU Housing and Job Bank**

Leanne Ainsworth Presented the Annual Report of the CSU Housing and Job Bank.  
Attached as CCSL-11272011-01

### Questions and Discussion:

B. St Laurent Congratulated Leanne and encouraged her to contact the International Students Office with any suggestions on ways to work even more closely. She commented that there have been questions about insurance for out-of-province students and it that the ISO has the ability to offer insurance coverage to these students. She will communicate this to recruitment and enrollment.

M. Drew stated that Health Services can assist students regain medical coverage from their home provinces back in some cases.

Last year's workstudy subsidy was not used, will it be used this year?

- Yes.

How do you respond to "predatory" landlords in posting ads?

- Depends on the seriousness and number of complaints,
- Ads for apartments that are too expensive according to CMHC standards are not posted.

Do you get complaints from landlords?

- Yes, HoJo explains that the service for students and that most are from out of town and that this guideline is used to ensure their inexperience with Montreal does not result in being taken advantage of.

## **6. Business Arising for the Previous Minutes**

### **6.1 Report from the Special Projects Sub-Committee**

A. Woodall reviewed what funding had been allocated thus far.

- \$15,000 in small projects still to be considered and \$25,000 requested for the HIVE Café.
- \$40,000 still under consideration
- This would leave ~\$40,000 for next semester
- Does council want to limit what we give out here or save a certain amount for next semester?

K. Sheahan had suggested limit those small projects be limited to \$7500

C. Bolton in favour of saving a cushion of next semester.

N. Shah reminded committee that you can't project what will happen next semester and giving such

**BIRT that \$12,500 be allocated for the HIVE and an additional \$12,500 be reserved until winter 2012 and on the condition that the committee is struck and reports back by the February funding deadline.**

Presented by H. Magonet

Seconded by N. Shah

Passed unanimously

#### **6.2 Budget Update**

Student Services is still waiting on enrollment projections for income projections.

Decisions on pay equity have been made and the information will soon be available.

Student service directors will be working hard to ensure a presentation early next semester.

#### **6.3 Sub-Committee Membership**

Melanie Hotchkiss

One position for an undergraduate student remains on the awards sub-committee.

Additionally, if Continuing education does not put forth a student for CCSL and Special Projects the CSU will be asked to appoint these representatives from undergraduate student body for January's meeting.

#### **6.4 Approval of the HoJo Annual Report**

**BIRT that the HoJo Annual Report be accepted by the Concordia Council on Student Life and that the annual contribution of \$15,000 be approved.**

Presented by C. Bolton

Seconded by S. Sarik

Passed Unanimously

### **7. Next Meeting: Friday, January 13, 2011 in H-769**

#### **8. Adjournment**

Presented by K. Sheahan

Seconded by S. Sarik

Passed Unanimously